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S.C. Commission for Minority Affairs

Annual Accountability Report 1994-95

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South Carolina

Commission for Minority Affairs

ANNUAL
ACCOUNTABILITY
REPORT

FISCAL YEAR 1994-1995

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STATE DOCUMENTS

ANNUAL ACCOUNTABILITY REPORT

SOUTH CAROLINA COMMISSION FOR MINORITY AFFAIRS FY 1994-1995

MISSION STATEMENT

The South Carolina Commission for Minority Affairs acts as a brain trust to provide leadership, focus and direction in addressing the adverse conditions of minorities in the State of South Carolina. The Commission exists to research the causes and effects of minority socio-economic deprivation. The staff works with other state agencies, economic development and community leaders, private businesses, and elected officials to build the socio-economic infrastructure needed to foster minority social and economic prosperity, which ultimately benefits the general population and the State's economy. The Commission was established to address any issue pertinent to alleviating minority deprivation, i.e., educational issues, lack of economic development, high crime and illegal drug activity, voter apathy, and other related problems. Uniquely established at the agency level as opposed to program level within an organization, the Commission serves as the State government point of contact for information about the minority population and programs in place to serve this population. Also unique is the Commission's position of serving as a point of reference for groups and individuals needing assistance with making contacts with members of the minority community.

PROGRAM NAME: ADMINISTRATION

PROGRAM GOAL:

1. Obtain confirmation and appointment of seven member Board of Commissioners to oversee the agency.
2. Locate and rent office space, connect telephone service, and employ temporary receptionist to answer inquiries.
3. Advertise Executive Director position, interview candidates, and select agency's first Executive Director.
4. Fully staff agency in accordance with state policies and procedures.
5. Set-up office operations, i.e., purchase furniture, office equipment, and supplies in accordance with state policies and procedures.

6. Set-up financial bookkeeping systems in accordance with the State Budget Office, Comptroller General's Office, and the State Treasurer's Office.
7. Make public aware of the agency and its mission.
8. Fund pilot minority leadership institute to prepare minorities to take the lead in their communities in helping to alleviate both social and economic deprivation.

PROGRAM OBJECTIVES:

1. Complete administrative set-up of the agency by June 30, 1995.

Performance Measure: Agency was set-up, fully operational, and able to pay its bills and transact business by the close of the fiscal year. Set-up of the agency's financial books continued into the 1995-1996 fiscal year, with an audit by the State Auditor's Office expected sometime during the 1995-1996 fiscal year.

2. Develop an information brochure about the agency and distribute to the general public by June 30, 1995.

Performance Measure: The brochure was developed and distributed to the public, which generated inquiries and calls for statistical information related to the minority population.

3. Produce television quality video about the mission of the agency and vital issues in South Carolina related to the minority population. Televisé to the general public using the South Carolina ETV Network by Summer, 1996.

Performance Measure: The video was completed and will air on ETV in mid-summer 1996, as part of a public information blitz to inform the public about the agency and its mission.

4. Contract with an institution of higher learning to conduct research to assess leadership needs in four counties; develop curriculum and materials to meet the leadership training needs identified; conduct workshops; and assess value of project to participants and feasibility of implementing pilot statewide. Award contract by June 30, 1995 and complete project and assessment by December 30, 1995.

Performance Measure: The project was completed as stated and the Commission is presently assessing the feasibility of funding the initiative statewide and possibly in cooperation with the South Carolina Department of Commerce.

